

1) QA/QC Consultant Reviewer

For all consultant QA/QC portions of their contracts, the consultant project manager should make sure that QA/QC reviewer gets copies of all the old as built and old as let plans to facilitate their review. This should be written into the RFP for all consultant contracts.

2) Title sheet Update

The title sheets have been updated for the Director and Polasek, but the Resident and Delivery Engineers need to have the, "P.E." added by the designer.

3) Superpave Projects

Projects with superpave hot mixed asphalt should use 03SP504(C) regardless of the amount of tonnage in the project. HMA Quality Initiative may or may not be paid on the project depending on the tonnage in the contract and the approval of the Delivery Engineer. Projects with less than 500 tons of a single mix maybe eligible for the use of Visual Inspection (VI) of the superpave mix. If the VI option is chosen, then no HMA Quality Initiative should be figured for the project but a Notice to Bidders should be attached to the proposal stating so. (See below).

However, for projects with 1 to 5000 tons of superpave HMA (small tonnage), the Delivery Engineer may either test the superpave mixture and pay the the HMA Quality Initiative regardless of the number of tons in the project by testing the HMA under the small tonnage requirements or VI the mix if less than 500 tons of a single mix and not pay for HMA Quality Initiative.

## **NOTICE TO BIDDERS**

### **SUPERPAVE HOT MIX ASPHALT PERCENT WITHIN LIMITS (PWL)**

In accordance with the Special Provision for Superpave Hot Mix Asphalt Percent Within Limits (PWL) 03SP504(C), the hot mixed asphalt will be visually inspected and HMA Quality Initiative will not be paid for in this project.

#### 4) Plan Review & Log Project

With plan review plans or log projects being sent in electronically, please remember to number the sheets in the files so we can address the sheet by their #'s at the meeting.

#### 5) Progress Clause

All Project Managers need to make sure Resident Engineers put this language in their progress clause:

“The low bidder(s) for the work covered by this proposal may be required to meet with department representatives for a post-construction review meeting, as directed by the Engineer. The MDOT-designated representative will schedule the meeting.”

#### 6) Preliminary & Final ROW Plan Review Checklists

I have attached Preliminary and Final ROW Plan Review Checklists used by Quality Assurance when reviewing ROW plans. Please feel free to use the forms as a method of making sure all items needed for Preliminary or Final ROW submittals are included when sending in ROW plans to QA for review. Please note that at the bottom of both forms there are areas for Design and ROW comments.

[Preliminary ROW Plan Checklist.doc](#)

[Final ROW Plan Checklist.doc](#)

7) If you know of new people in your TSC or Region that are not receiving this update that should, please let me (Gary Mazurek) know so they can be added to my list.

Regards,

Joel Ingle, Supervising OEC Plan Review Engineer

Tom VandenBerg, Supervising Plan Review Engineer

Gary Mazurek, OEC Plan Review

Carl Anderson, OEC Plan Review

Keith Claus, Road Plan Review

Jennifer Transue, OEC Bridge Plan Review

Radka Todorova, Bridge Plan Review